



**CITY COUNCIL**  
CITY AND COUNTY OF HONOLULU  
530 SOUTH KING STREET, ROOM 202  
HONOLULU, HAWAII 96813-3065  
TELEPHONE: (808) 768-5010 • FAX: (808) 768-5011

**IKAIKA ANDERSON**

Council Vice Chair

Councilmember, District 3

Email: [landerson@honolulu.gov](mailto:landerson@honolulu.gov)

Phone: 808-768-5003

Fax: 808-768-1235

January 12, 2018

TO: Council Chair Ron Menor

FROM: Alan Texeira  
Office of Council Vice Chair Ikaika Anderson

SUBJECT: HSAC Executive Committee Meeting  
Travel Report  
West Hawaii Civic Center  
74-5044 Ane Keohokalole Highway  
Kailua-Kona, Hawaii 96740  
December 19, 2017

Hawaii State Association of Counties  
Executive Committee Meeting  
West Hawaii Civic Center  
74-5044 Ane Keohokalole Highway  
Kailua-Kona, Hawaii 96740  
December 19, 2017

Attended the Hawaii State Association of Counties (HSAC) Executive Committee meeting to assist Councilmember Anderson who currently serves as the Treasurer to conduct official HSAC business. Membership of HSAC consists of the legislative bodies and mayors of each county. Please see attached for meeting specifics.

City Council  
City and County of Honolulu

## CLAIM FOR TRAVEL REIMBURSEMENT

Date: January 12, 2018

Traveler Alan Texeira

Event 2017 HSAC Executive Committee Meeting

Location Kailua Kona, Hawaii (Hawaii Island)

Dates From December 19, 2017 To December 19, 2017

Description	Amount	Notes:
1. Registration Fee		
2. Airfare		
3. Hotel		
4. Meals		
5. Ground Transportation		
6. Tips		
7. Other		
Other		
Other		
8. Adjustment		
TOTAL REIMBURSEMENT	0	

This is to certify that the above data, based upon receipts submitted to Council Administrative Support Services via a CCLTRVL02 form, is accurate. Further, I am claiming reimbursement for expenses associated with a trip in which City business was conducted and personal funds were used to advance payment:

  
Signature of Traveler

January 12, 2018

Date